

**GREEN BUILDING ADVISORY COMMITTEE  
WEDNESDAY MARCH 15, 2006  
ONE CIVIC CENTER  
3:00PM**

**DRAFT MINUTES**

**Present:** Michele Cohen, Chair  
Ronald W. Hand, Co-Chair, E/FECT  
Daniel Aiello, Janus II Environmental  
Joan Baron, Baron Studio  
Lance Donatello, Scottsdale citizen  
Kevin Edwards, Edwards Design Group  
Lee Feliciano, Valley of the Sun Solar  
Jesse Henson, Kyocera Solar  
DeeJaye Lockwood, Windermere Sonoran Properties  
James McCay, Scottsdale citizen  
Beverly Westgaard, AZ Environmental Strategic Alliance

**Absent:** Daniel Basinger, Past Chairman  
Nick Davis, Beck Group  
Linda Eales, Eco Logic  
Christopher G. Harrison, Grayhawk Dev.  
Mary Grace Hime, Architectural Resource Team  
Frances Smith, Southwest Gas Corp

**Staff:** Anthony Floyd  
Sandra Hertlein

**I. Call to Order/Roll Call/Recognition of Guests**

Chair Cohen called the meeting to order at 3:26 p.m. A formal roll call confirmed the presence of Committee members as noted above.

**II. Approval of Minutes**

**MS. WESTGAARD MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 14, 2006 MEETING OF THE GREEN BUILDING ADVISORY COMMITTEE. MS. BARON SECONDED THE MOTION.**

Ms. Westgaard said that her comments under "other projects" should be corrected to read "Ms. Westgaard remarked that the Committee needs to consider sustainability, reuse, and recycling." The program she mentioned is "AZReX." The website is AZReX.com.

**THE MOTION TO APPROVE THE MINUTES AS AMENDED CARRIED BY A UNANIMOUS VOTE OF ELEVEN (11) TO ZERO (0).**

### **III. Administrative**

Mr. Anthony Floyd advised that Ms. Sandra Hertlein's position is being terminated on June 30. Ms. Jessica Jenkins will assist with the Green Building Expo and Ms. Hertlein's duties. Ms. Westgaard thanked Ms. Hertlein for her work and support. Mr. Floyd noted that Ms. Hertlein's commitment to Green Building is passionate and she has done more than her fair share. Chair Cohen commented that Ms. Hertlein has many responsibilities in her job.

### **IV. Project Updates**

#### **a. Green Building Checklist Update**

Mr. Floyd reviewed the history of the Green Building Checklist, which requires revision in order to train new building inspectors. The Building Inspection Supervisor and the Plan Review Supervisor will review the draft Checklist by the end of March. Staff are attempting to streamline the Checklist so that all of the plan checkers will be able to qualify Green Building projects. The next phase is to take the Checklist to builders and designers for their input.

Mr. Feliciano noted that he has met clients of so-called green builders who were interested in photovoltaic systems, but were informed by their builders that these systems are unreliable and a waste of money.

Mr. Floyd responded that the current checklist is outdated since it was drawn up prior to the adoption of the new Energy Code over two years ago. He agreed that there is a lack of understanding. People are unaware of the tax credits available for solar systems. Ms. Lockwood suggested requiring attendance at a lecture on the technical aspects of solar power in order to be certified as a green builder. Mr. Floyd said that builders are required to attend at least one lecture a year but there were no requirements as to which lecture. Mr. Henson wondered whether the City would consider a certification program for green builders.

Mr. Aiello noted that it is encouraging that 33 percent of new homes built in the City are green. Information about solar power is spreading and people are starting to understand the advantages.

Ms. Baron suggested writing to everyone who has gone through the program so far, sharing the good news about the increased popularity of the Green Building program and adding that it is unacceptable that misinformation about photovoltaic systems is being disseminated. If clients have questions about photovoltaics, they should be referred to the Solar Center. Chair Cohen commented that the Education Sub-Committee could work on drafting this letter.

Ms. Westgaard opined that the Committee should produce technical papers about a number of topics, including solar energy. These could be used to educate homeowners and builders. Mr. Edwards commented that not all the topics are clear cut. Mr. Henson suggested that ASU might become involved. Ms. Westgaard agreed that involving other organizations would build on the relationship with other professionals. Mr. Donatello suggested designating certain of the solar and green building lectures as recommended for contractors.

Mr. Aiello reported that the utility companies are banding together throughout Arizona to produce new guidelines and step-by-step instructions on implementing photovoltaic power and solar hot water. The Solar Center has been asked to do a systems and costs analysis that will be posted on their website. The Solar Center is gathering information and networking with the three State universities.

Chair Cohen summarized that the Committee needs to do something to educate the participating builders and investigate whether there should be more requirements for builders to complete in order to be a part of the program. Mr. Floyd opined that the simplest way to achieve the goal is to make it a prerequisite: In order to be in the program, one must attend a special training session. Other cities use this approach.

Ms. Baron queried what has to happen to take Mr. Floyd's idea to the next step. Chair Cohen identified that the initiative would require a recommendation from the Education Sub-Committee.

**MS. BARON MADE A MOTION THAT THE EDUCATION SUB-COMMITTEE WORK WITH MR. FLOYD TO CREATE A DOCUMENT THAT SUPPORTS THE IDEA OF A REQUIRED PREREQUISITE SEMINAR FOR BUILDERS ENTERING THE GREEN BUILDING PROGRAM. MR. EDWARDS SECONDED THE MOTION.**

Mr. McCay asked whether this would also apply to existing builders already in the program. Ms. Baron responded that it would apply to all builders.

Mr. Floyd noted that the topic for the June Green Building lecture has yet to be announced. Staff were planning to make that lecture an introduction to the revised Green Building Checklist. Chair Cohen noted that the finalized checklist would hopefully be ready by the next meeting, and the Education Sub-Committee would have its recommendation prepared. A discussion ensued.

**THE MOTION CARRIED BY A UNANIMOUS VOTE OF ELEVEN (11) TO ZERO (0).**

Mr. Aiello urged that a letter be sent to builders participating in the Green Building program in the near future in an effort to prevent any further instances of misinformation being spread. In the ensuing discussion, he added that the message could be worded in a positive way yet still convey important information.

**MR. EDWARDS MADE A MOTION THAT A LETTER BE WRITTEN TO PARTICIPATING BUILDERS BY SOMEONE OTHER THAN MR. FLOYD. MR. DONATELLO SECONDED THE MOTION.**

**AT THE REQUEST OF CHAIR COHEN, MR. EDWARDS WITHDREW THE MOTION.**

A discussion ensued on the content of the letter. Ms. Lockwood suggested the following wording: "Are you a Green Builder? Are you savvy about energy? Well, maybe you're not if you don't understand renewables. There are many opportunities for you to upgrade your knowledge about alternative energy sources, which is an integral part of our Green Building Program, and we would like to provide you with those opportunities."

The consensus of the Committee supported Ms. Lockwood's approach. Ms. Lockwood undertook to draft a letter and forward it to Mr. Floyd. A discussion on the process

ensued. Mr. Aiello opined that it is not necessary to bring a draft of that letter back to the next Committee meeting. Co-Chair Hand volunteered to help Mr. Floyd as necessary.

Mr. Floyd distributed a guest editorial from the NAHB.

**b. City Facilities Update**

None.

**c. Sub-Committee Discussions**

**i. Green Building Expo 2006**

The 2006 Green Building Expo will take place on October 6th and 7th at the Scottsdale Center for the Performing Arts. Mr. Edwards reported that he is happy about staff and City support this year. The guidelines regarding sponsorships have been clarified. The Sub-Committee will be meeting every two weeks, and groups are forming to deal with different aspects of the organization.

Last year's vendors are invited to a meeting on May 9th to discuss how the Green Building Expo can be improved from their point of view. Net proceeds from last year's Expo are available for educational purposes for the 2006 Expo and Mr. Edwards is encouraged that this year's Expo will be the best yet.

Chair Cohen inquired regarding the participation of other cities. Mr. Edwards replied that Tempe and Phoenix are involved and other cities in the Valley and around the State are being approached. They also plan to reach out towards learning institutions and other organizations such as Sustaining Arizona. The Sub-Committee is creating a packet to send to potential sponsors. Mr. Feliciano is producing t-shirts for volunteers.

Ms. Baron asked for recommendations for speakers.

Mr. Feliciano noted that they hope to rent a larger tent in order to accommodate more vendors this year. He requested names of potential vendors/exhibitors, since there will be space for extra booths.

A discussion ensued regarding selecting a keynote speaker. Mr. Henson suggested that it might be possible to collaborate with ASU's fall lecture series. Mr. Edwards reminded the meeting that it is crucial to fill the room for the keynote speaker on the Friday evening.

**ii. Lecture Series**

Mr. Edwards reported that the Green Building lecture series is going well, although one more person to help with the lectures would be useful. Mr. Feliciano, Mr. Henson, Mr. Donatello and Mr. McCay volunteered to help. Mr. Floyd reminded the Committee that Ms. Hertlein has many responsibilities connected with the lecture series. The plan is that Ms. Jenkins will set up the meeting room from 4:00 to 5:00 p.m. Committee Members need to arrive at 6:00 p.m.

Mr. Aiello reported that the solar lecture series Environment and Energy, which started in February, has been well attended. Tomorrow the film End of Suburbia will be shown and then Jay Golden of ASU will talk about the issues raised in the film as they apply to the Valley. Volunteers from the Arizona Solar Energy Association help with the lectures. Mr. Aiello suggested that perhaps both lecture series be planned at the same time for next year. In the past the two series have always acted independently however, now that the Education Sub-Committee has been formed, it might be possible to coordinate the two series.

Mr. Edwards noted that there needs to be some clarification as to the scope of the Education Sub-Committee. A discussion ensued.

Ms. Hertlein quoted from an input sheet received from a citizen after the last Green Building lecture on air quality: "I am so very impressed with the momentum your establishment has begun."

### **iii. Design Day 3**

Chair Cohen thanked everyone who volunteered and the City staff who worked to make Design Day a success. Approximately a hundred residents were served and the design professionals were happy to participate. Citizen and Neighborhood Resources staff were enthusiastic at the debriefing. Chair Cohen has requested a survey of participants in order to measure the effectiveness of the event.

### **iv. Publicity**

None.

### **v. Education - Jesse Henson**

None.

## **V. Other Business**

### **a. Strategic Plan 2006**

Chair Cohen reported that EQAB had requested a written plan regarding the establishment of the new Sub-Committees. She is presenting the plan at this evening's EQAB meeting.

**MR. EDWARDS MADE A MOTION TO APPROVE THE STRATEGIC PLAN FOR 2006.  
MS. BARON SECONDED THE MOTION.**

A discussion ensued. Builders participating in the Green Building Program were added as an additional target audience.

Mr. Henson commented that the Committee has not yet discussed the mission of the Education Sub-Committee in depth. It was agreed to change the name of the group from Education Sub-Committee to Education Working Group.

Further discussion ensued. Mr. Aiello reminded the Committee that the Working Group was created in order to fill the voids and address unmet needs. Concurring that the intent was not to introduce another layer of bureaucracy, Chair Cohen summarized that the Education Working Group is looking for other volunteers who are not already committed. Mr. Henson asked those who are interested to meet in the reception area of the downtown library on Tuesday, March 28 at 6:00 p.m. Chair Cohen suggested having staff e-mail meeting details to all Committee Members.

Mr. Edwards cautioned those present that it is important to use the correct term "Working Group" in discussions and communications.

Mr. Henson stated that the initial meeting will define the mission of the Working Group and who the audiences are.

Ms. Westgaard noted that the Strategic Plan does not clarify that Green Building Committee is trying to educate professionals. Discussion ensued, whereupon Mr. Aiello opined that the main part of the document should be presented to EQAB. After discussion, the Committee Members concurred that the detailed addendum is not to be presented.

Mr. Edward inquired whether an agreement had been reached providing that the lecture series would be held at the Senior Center next year. Chair Cohen replied that a decision was not yet reached.

**MR. AIELLO MADE A MOTION TO FORWARD THE STRATEGIC PLAN TO EQAB. MS. WESTGAARD SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF ELEVEN (11) TO ZERO (0).**

Chair Cohen invited the Committee Members to attend the EQAB meeting, starting at 5:15 p.m.

A discussion took place regarding the Committee Members whose terms expire in June and the process to follow for those who wish to serve another term.

Ms. Hertlein received an inquiry through the listserv from a citizen who wanted to know about Green Building activities in Pinal County. Mr. Edwards replied that Pinal County is active and accommodating.

Noting time constraints, Chair Cohen deferred other discussions to next month's meeting.

**MS. BARON MADE A MOTION TO AMEND THE STRATEGIC PLAN AS APPROVED TO ADD A GENERAL PARAGRAPH ABOUT ONGOING ACTIVITIES IN THE DOCUMENT FOR EQAB THAT COVERS ALL CURRENT ONGOING PROJECTS REGARDING DOCUMENTS AND TOOLS FOR THE CITY. MS. LOCKWOOD SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF ELEVEN (11) TO ZERO (0).**

**b. Construction Jobsite Recycling**

None.

**c. Lecture Series Support**

None.

**d. Chairman and Member Comments**

Remarking that there is a big move to develop a solar roadmap for Arizona, Mr. Aiello asked attendees to consider to what extent the Committee would wish the City to be involved. There is a possibility that the City could be a part of the review process. The Green Building Committee could be a resource.

**VI. Upcoming Meetings**

- a. Environmental Quality Advisory Board Meeting - March 15, 2006
- b. Green Building Advisory Committee - Tuesday, April 11, 2006

**VII. Upcoming Events**

- a. Environment and Energy Lecture: March 16, 7-9 p.m. Community Design Studio
- b. Green Building Lecture: April 6, 7-9 p.m. Community Design Studio -  
Water Efficiency in the Sonoran Desert

**VIII. Adjournment**

With no further business to consider, the meeting adjourned at 5:13 p.m.

Respectfully submitted,  
A/V Tronics, Inc.